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Role Description

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| Instrumental Music Teacher/Instructor | Job Ad Reference | **CQR521064/23** | | |
| Job Evaluation No. | **20213** | HPE No. | **16/67358** |
| Work Unit | **Mundubbera State College (base School)** | | |
| Location | **Mundubbera** | | |
| Classification | **Stream 1, Teaching in State Education Award – State 2016** | | |
| Job Type | **Permanent Full-time** | | |
| Salary Range | **$71986 - $108359 per annum**  *Plus superannuation contributions of up to 12.75% of your annual salary.* | | |
| Contact Officer | **Marie Weisse** | | |
| Contact | **CQRecruitment@qed.qld.gov.au** | | |

## Your employer

The Department of Education (DoE) is committed to ensuring Queenslanders have the education and skills they need to contribute to the economic and social development of Queensland. The department delivers world class education services for people at every stage of their personal and professional development. We are also committed to ensuring our education systems are aligned to the state’s employment, skills and economic priorities. DoE is a diverse organisation with the largest workforce in the state. We are committed to teaching and learning environments that have at their centre child/student and staff health and safety. We provide services through the following service delivery areas:

* State Schools Division delivers high quality education to more than 70 percent of all Queensland school students at prep, primary and secondary levels.
* Policy, Performance and Planning Division takes a strategic approach to driving the business of the portfolio, across schooling, early childhood, education and care and Indigenous education policy. The division engages in policy development and intergovernmental relations, legislation, governance and planning, and monitors and reviews the department’s performance framework.
* The Early Childhood Education and Improvement Division is responsible for the strategic management and implementation of early learning and development  reforms, coordination of early childhood education and care programs, approval and regulation of services, supporting assessment and ratings and the quality improvement for all early childhood development and education improvement in Queensland. The Division is also responsible for monitoring and supporting school performance and improvement through the leadership and management of a school review program.
* Corporate Services Division consists of Information and Technologies Branch, Finance Branch, Procurement Services Branch and Infrastructure Services Branch which work together to ensure that the department achieves sustainable investment, better utilisation of assets and resources, increased organisational productivity and accountability from its investment for both business and education outcomes.
* The People and Executive Services Division consists of Human Resources Branch, Strategic Communications and Engagement Branch and Legal Services.
* The Office of Industrial Relations (OIR) contributes to the Government’s strategic objectives in the areas of workplace health and safety, electrical safety, workers’ compensation, industrial relations and labour hire regulation and seeks to improve performance in these areas through regulatory and policy frameworks and the provision of evidenced-based services and advice.

Teachers play a key role in the delivery of quality education to students and will contribute towards:

* excellence in teaching and learning
* respected curriculum that helps students to live happily and productively in their own and the global society
* fair and equitable work practices
* productive partnerships that ensure that as an organisation, State Schools Division stays focused on our goals and is able to achieve those goals effectively
* responsible school management
* responsive and helpful strategic management.

The aims of the Instrumental Music program are to provide:

* An extra dimension to a school music program ensuring that educational outcomes are maximised for all students, taking full account of individual circumstances such as their location, gender, socioeconomic situation, their language and cultural background, any impairment and special talents they may have.
* The opportunity for musical development of students through instrumental instruction on a group basis.
* Ensemble experiences so that students develop ensemble performance skills as an integral part of their music education. In most situations, this ensemble experience would be provided through the formation of school concert bands, orchestras and other ensembles.

For more information about the department, please visit our website at [www.qed.qld.gov.au](http://www.qed.qld.gov.au)

## Your opportunity

As the Instrumental Music Teacher/Instructor you will:

* Implement the Queensland Instrumental Music Curriculum
* Plan, prepare and deliver effective learning and teaching programs for every student in allocated classes and groups involved in a particular area of the music curriculum.
* Contribute to the development and implementation of the school objectives and school planning, by stimulating and encouraging the formation of orchestras, concert bands and chamber groups and conduct such ensembles as may be decided upon at the school level through consultation.
* Contribute to the establishment and maintenance of a supportive school environment, specifically by exercising of professional teaching responsibility and duty of care for their students, during and outside the normal school day.
* Contribute to and assist the management and further development of personnel, financial, information and technology, assets and facilities resources of the school to ensure their optimum use in meeting educational and departmental objectives.

The Instrumental Music Teacher/Instructor reports to the Base School Principal or delegate.

The Instrumental Music Teacher/Instructor should consult with Principals (or delegates) of each school attended (for all aspects of the teacher/instructor’s activity in the school) on the organisation and provision of instruction time within each school. The Instrumental Music Teacher/Instructor will also liaise with the Regional Music Coordinator (or delegate) who is responsible for coordinating instrumental music itineraries.

## Your role

As the Instrumental Music Teacher/Instructor you will have responsibility for the following:

* Plan, prepare and deliver quality and effective teaching and learning programs which are consistent with the *Australian Professional Standards for Teachers*; and relevant syllabi, curriculum policies, work programs and educational trends.
* Maintain teaching competency and currency of knowledge of music curriculum programs as required by the department, school or other relevant statutory authorities.
* Support students through interaction with them in a variety of settings and through the active development of supportive learning environments and effective behaviour management practices.
* Provide for the physical, social, cultural and emotional wellbeing and physical safety of students whilst at school and enhance their overall development towards effective citizenship and responsible adulthood through participation in timetabled, non-timetabled and planned extra curricula activities.
* Assess students (diagnostic, formative and summative) for developmental feedback and reporting purposes.
* Maintain student records and samples of work and report on student performance to students, parents, the department and other stakeholders as required.
* Maintain at each school copies of work itinerary and the relevant work programs for each level of tuition being offered on each particular instrument.
* Participate in the collaborative development and evaluation of music curriculum (the sum total of all learning experiences) and regularly monitor, through observation and evaluation, the effectiveness of the learning/teaching program.
* Establish and maintain appropriate interpersonal relationships between the school and community particularly in regard to the ethical obligations outlined in the Queensland Government Code of Conduct and the department’s Standard of Practice.
* Participate, as appropriate, in school decision making processes and professional development activities.

**A requirement for the roles of Instrumental Music Teacher and Instrumental Music Instructor is:**

* Possession of a qualification in music from a recognised tertiary institution or agreed equivalent which, in the opinion of the Director-General, Department of Education, or delegate, is acceptable, and a demonstrated high level of commitment to develop and maintain professional knowledge and skills.

**A mandatory requirement for the role of Instrumental Music Teacher is**:

* Current full registration, or current provisional registration with eligibility for full registration, as a teacher in Queensland. Information on registration requirements is available at [enquiries@qct.edu.au](file:///C:/Users/axhug4/AppData/Local/Hewlett-Packard/HP%20TRIM/TEMP/HPTRIM.6080/enquiries@qct.edu.au) or on toll free 1300 720 944.

## How you will be assessed

Within the context of the role described above, the ideal applicant will be someone who has the following key capabilities:

1. Ability to apply appropriate knowledge in order to plan and prepare teaching and learning programs in your nominated music area/s which:

* meet the diverse characteristics, needs and learning styles of students,
* are consistent with relevant music syllabi, curriculum policies, work programs and educational trends.

1. Knowledge of, and the ability to implement, effective and inclusive teaching and learning processes, including the use of a variety of musical instruments and assessment, to establish a challenging learning environment in which students are encouraged to work towards attainment of their potential.
2. Ability to communicate effectively with students including the use of appropriate interpersonal skills, and the ability to plan and apply appropriate behaviour management strategies that contribute to the establishment and maintenance of a supportive learning environment.
3. Understanding of the need to work collaboratively with school staff and members of the wider community in order to establish productive partnerships and achieving educational objectives.

## Additional information

* The department has a preference for employing Instrumental Music Teachers.
* The department prefers that school based classified officers serve a minimum of two (2) years from the date of appointment to the position and location.
* For further information refer to the Applicant Information Package and the conditions of employment for teachers.
* The department is committed to the provision of quality educational opportunities to all Queenslanders, in rural, urban and remote areas of the state. To assist in this, the department has state wide transfer guidelines and it is a requirement of permanent employment that employees may be required to serve anywhere in the state. All teachers are likely to be required to transfer at some stage during their career.
* In accordance with the [*Working with Children (Risk Management and Screening) Act 2000*](https://www.legislation.qld.gov.au/view/pdf/asmade/act-2019-018)*,* a teacher is prohibited from working in [Education and Care Services](https://www.qld.gov.au/law/laws-regulated-industries-and-accountability/queensland-laws-and-regulations/regulated-industries-and-licensing/blue-card/required/working-or-volunteering#education) (including State Delivered Kindergarten programs) unless they hold, or have applied for, a current exemption card  issued by Blue Card Services [www.bluecard.qld.gov.au](http://www.bluecard.qld.gov.au).
* A non-smoking policy applies in Queensland government buildings, offices and motor vehicles.
* The department will initiate a criminal history check on the nominated applicant if they do not hold current full registration as a teacher in Queensland.
* A serious discipline history check may be initiated on the successful applicant.
* If the successful applicant has been engaged as a lobbyist, a statement of their employment is required.
* You may be required to complete a period of probation in accordance with the *Public Service Act 2008*.
* Staff are required to actively participate in consultation and communication with supervisors and management regarding health, safety and wellbeing issues and comply with all provisions of the relevant workplace health and safety legislation and related health, safety and wellbeing responsibilities and procedures developed by the department.
* You will work for an organisation that values its people and promotes leadership and innovation. We respect professionalism and embrace diversity and a balance between work and life commitments.
* You will be actively supported as an individual and will have access to a range of flexible work options, an employee assistance program and learning and development opportunities.
* Departmental employees are required to acknowledge they understand their obligations under the Queensland Government *Code of Conduct* and the department’s *Standard of Practice* and agree to align their professional conduct to these obligations.
* All roles in the department are responsible for creating, collecting, maintaining, using, disclosing, duplicating and disposing of information, as well as managing and using communication devices (for example email, internet and telephone) and public resources (for example computers and network resources).  Staff must undertake these tasks in accordance with the department’s information management policies and procedures (for example recordkeeping, privacy, security and email usage).
* For further information refer to the Department of Education’s Applicant Information Package (available through [www.smartjobs.qld.gov.au](http://www.smartjobs.qld.gov.au/) and searching on a specific Job Ad Reference).
* For further information regarding applying for teaching positions, refer to the Department of Education’s teacher employment information at [<https://teach.qld.gov.au/apply-to-teach/submit-your-application>](http://www.education.qld.gov.au/hr/recruitment/teaching/apply/index.html)

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